

ROUTING AND RECORD SHEET				
SUBJECT: (Optional)		DD / S REGISTER		
Outline for Briefing of Admiral Taylor		FILE <i>Meeting</i>		
FROM: 25X1		EXTENSION	NO. <i>5/5 66-5350</i>	
Director of Logistics 1227 Ames Building			DATE 10 October 1966	
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. Executive Officer to the DD/S 7D18 Headquarters Building				<p>We are forwarding for your approval a proposed outline to be used in briefing Admiral Taylor on the functions of this Office.</p> <p>This outline covers the briefing to be presented by the Director of Logistics.</p> <div></div>
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OUTLINE FOR BRIEFING OF ADM. TAYLOR

1. GENERAL CONCEPT - AGENCY LOGISTICS

- a. Director of Logistics principal logistics officer of Agency. Responsible for developing and implementing a logistics system which will provide timely and effective support to Agency operations.
- b. He is head of the Logistics Career Service and provides personnel with specialized logistics skills for support of Agency operations world wide.
- c. Agency Logistics System is organized functionally - Procurement, Supply and Distribution, Real Estate and Construction, Printing, and other General Services.
- d. The Logistics System operates on a global basis. Represents a cohesive channel which must function effectively in the US as well as in the operational zones. Operates on a global basis and is not susceptible of fragmentation into separate geographic sub-support systems.

2. SOURCE OF AUTHORITY - SECTIONS 3 and 8, PL 110

- a. Authority for the Agency Logistics System contained in Section 3 of the CIA Act of 1949. Extends to the DCI authorities found in the Armed Forces Procurement Act of 1947.
- b. Additionally, Section 8 of the CIA Act empowers the DCI to expend appropriated funds for purposes necessary to carry out Agency functions.
- c. This unique statutory authority not intended for use other than discharging CIA responsibilities.

3. PROCUREMENT

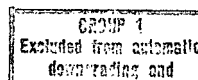
- a. Once planning has been accomplished and operational requirements identified, procurement takes over to acquire the needed material. Procurement activity to support this Agency is complex.

b.



- c. Further involves contracting for nonpersonal services and for research and development.

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5. REAL ESTATE AND CONSTRUCTION

- a. Directs the overall real estate, construction, and housing programs of the Agency - includes engineering surveys, appraisals, acquisition, design, construction, maintenance, and utilities.

(CONSTRUCTION PROJECTS CHART - ON)

- b. This chart identifies planned or active construction projects - both new and renovation/rehabilitation worldwide.
- c. Three of particular interest at this time are:

- (1) Printing Services Building, Headquarters.

Total Approved - \$2,115,000
Est. Completion - 16 April 1967

- 25X1 (2)

Total Approved - \$500,000
Est. Completion - Upper Camp 15 October 1966
Lower Camp 1 March 1967

- 25X1 (3)

Total Approved - \$700,000
Est. Completion - 15 March 1967

6. PRINTING SERVICES

- a. Four printing plants operate in the metropolitan Washington area - one in Headquarters Building.
- b. About 70 percent of OL printing effort is in support of DD/I elements - 12 percent for DD/P. We have also done work for other Government agencies such as Atomic Energy Commission, National Security Council, and Department of Defense.

(PRINTING SERVICES CHART - ON)

- c. The magnitude of our printing effort is indicated in this chart. Several innovations have been initiated to accomplish this workload - Printing Services Division is recognized throughout industry and Government as a leader in graphic arts research.

(PRINTING SERVICES CHART - OFF)

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- d. A new printing technique - computerized typesetting - will result in substantial savings in production time when it is fully operational. It has been under development for more than a year.
- e. The new Printing Services Building will consolidate two of the existing plants. Significant improvements in efficiency are expected.

7. LOGISTICS SERVICES

Focal point for control and operation of all Logistics services in the metropolitan Washington area. Provides or controls:

- Telephone and leased wire facilities.
- Administrative supplies and equipment.
- Local passenger transportation.
- Mail and Courier service.
- Pneumatic tubes and conveyors.
- Building maintenance.
- General housekeeping, including such problems as snow removal.
- Space allocation.

8. LOOKING TO THE FUTURE

- a. Requirements often difficult to forecast - need or opportunity for operations surfaced with little warning. We are, therefore, developing vigorous, positive liaison with operational elements in order to get into planning at the earliest possible moment (i.e. current FE - Logistics interface).
- b. Our future goal is to further develop our planning capability to the point that we can identify operational plans and programs with support requirements in terms of dollars. To accomplish this goal we will look to computer and ADP techniques for the necessary quick-reaction capability.

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